

APPENDIX I (CONTD)

Also, as per
the first appeal
I may, if required,
Thanking

Sample RTI Application for Knowing How Your MLA has used the Constituency Development Funds

Date: _____

Enclosed:
IPO/Challa

To

The Public Information Officers

(Address of the Public Authority)

Sub: Application under the RTI Act, 2005.

(A) Name of Applicant

(B) Address [Give address from where you would like to correspond with the PIO]

Sir,

I seek following information regarding Works carried out under MLA Development Fund in _____ area.

- (1) How much money was allotted to the MLA during the financial year _____ to _____ for the constituency _____.
- (2) Please provide the following details in respect of all the works awarded for the period _____ to _____ for _____ constituency out of the MLA Constituency Development Fund:
(i) Name of work, (ii) Work Order Number, (iii) Brief description of work, (iv) Name of contractor, (v) Date of commencement, (vi) Date of completion, (vii) Rate at which work was awarded, (viii) Amount sanctioned, (ix) Amount paid so far, (x) Status of work, (xi) Basis of decision taken to carry out this work.
- (3) Please intimate the same details as in above Serial 2 (i) to (xi) in respect of works awarded in the Village _____ Gram Panchayat _____, Block/Ward _____, out of the MLA Constituency Fund in the constituency _____.
- (4) I would also like to inspect the work order register in respect of Village _____, Gram Panchayat _____ for this constituency for the above period. Please intimate the date, time and venue when I can come and inspect the same.

I have deposited initial application fee (Rs. 10/-) vide Challan/IPO/DD No. _____.

If you feel that the above requested information does not pertain to your department, then please follow the provisions of Section 6(3) of the RTI Act.

Also, as per the provisions of the RTI Act, 2005 please provide the details (name and designation) of the first appellate authority with respect to your department with the reply to the above request, where I may, if required file my first appeal.

Thanking you.

Signature: _____

Name: _____

Postal Address: _____

Date: _____

Enclosed:

IPO/Challan/DD No. _____

unds

ent Fund in

ment Fund:

(v) Name of

ch work was

(xi) Basis of

arded in the

of the MLA

_____, Gram

e date, time

then please